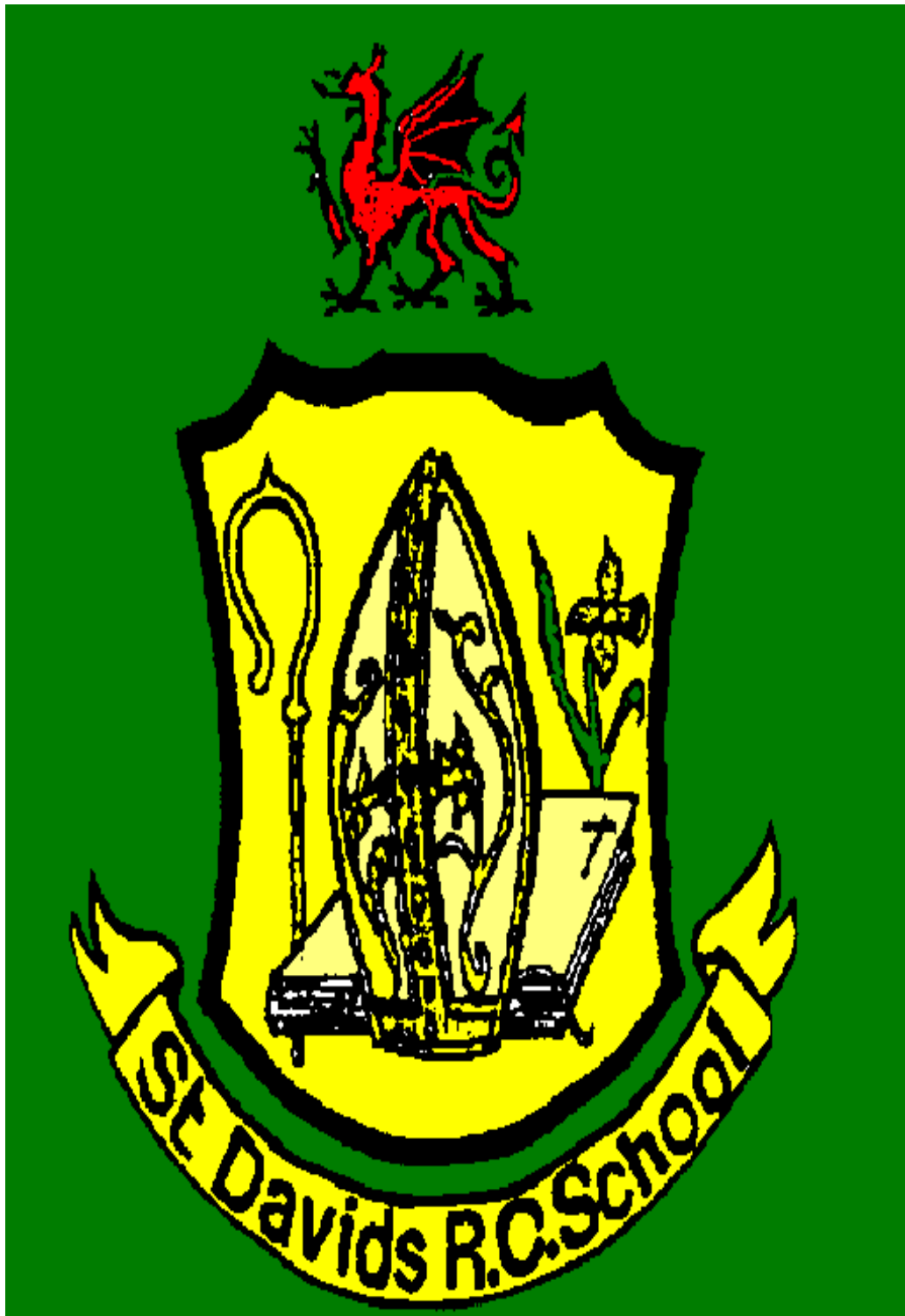


Safeguarding and Child Protection Policy



Autumn 2025

School Mission Statement

Together,
We live and learn with God the Father, through Jesus Christ, guided by the Holy Spirit.



The vision of St. David's Primary School is to enable all children to achieve their full potential following in the footsteps of Jesus. In this we aim to create a nurturing, inclusive and loving school community where Christ is at the centre and the children are at the heart, inspiring and guiding all that we do.

Through a commitment to excellent teaching and learning we aim to empower our children to be confident, healthy and responsible individuals, equipped for life with God at their side.

School Values

Love one another as God has loved you.

Praise and give thanks to God.

Pray together every day.

Respect and celebrate the richness of our different cultures as we work and walk together

Be proud of yourself and your achievements.

Challenge yourself...be resilient, resourceful and persevere!

Be curious and caring about God's wonderful world.

Care for and respect yourself and others.

Help to create a safe and healthy environment where everyone feels valued

Make the right choices based on the Gospel values of love and forgiveness

Recognise your roles as global citizens with our school, parish and wider community.

Be the best you can be!

Equality Statement

The Second Vatican Council clearly re affirms what has always been fundamental to Catholic beliefs and teachings, namely that there is and should always be equality between all human beings.

“All human beings are endowed with a rational soul and are created in God’s image: they have the same nature and origin and being redeemed by Christ, they enjoy the same divine call and destiny.....forms of social or cultural discrimination in basic personal human rights on grounds of sex, race, colour, social conditions, language or religion must be curbed and eradicated as incompatible with God’s design.”

(Gaudium et Spes. 29)

At St David’s we are in complete agreement with the fundamental belief and teachings of the Catholic Church as stated above. For this reason, we are all concerned with promoting equal opportunities for all those who belong to our school family –children and staff



The purpose of a Catholic School



1. Introduction

St. David's School fully recognises the contribution it makes to safeguarding and child protection.

There are three main elements to our policy:

- Prevention through the teaching and pastoral support offered to pupils;
- Procedures for identifying and reporting cases, or suspected cases of abuse. Because of our day to day contact with children school staff are well placed to observe the outward signs of abuse; and
- Support to those pupils who may have been abused.

This policy applies to **all staff and volunteers** working in the school and its governors. It is recognised by this school that all staff that come into contact with children can often be the first point of disclosure for a child. This first point of contact is an important part of the child protection process, and it is essential that all staff are aware of and implement the school's procedures as noted in this policy.

2. Prevention

This school recognises that high self- esteem, confidence, supportive friends and good lines of communication with a trusted adult helps to safeguard children at our school.

The school will therefore:

- Establish and maintain an ethos where children feel secure, are encouraged to talk and share their concerns and will be listened to;
- Ensure that children know that all adults in this school can be approached if they are worried or concerned about matters that concern them or their siblings or friends.
- Include in the curriculum, activities and opportunities for PSE which equip children with the skills they need to stay safe from abuse and to know to whom to turn for help;
- Include in the curriculum, material which will help children develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills.
- Build relationships with other agencies and ensure early and appropriate referrals for support and intervention are made before risks escalate.
- Take a whole school (setting) approach to wellbeing which will incorporate safeguarding and preventative measures to support children and families.

3. Procedures

At this school we will follow the Wales Safeguarding Procedures and other guidance and protocols that have been endorsed and agreed by the Safeguarding Children Board.

St. David's will:

- Ensure it has a designated senior person (DSP) and deputy for child protection, who have undertaken the appropriate training.
- Recognise the role of the designated senior person and arrange support and training. The school will look to the SEWSCB and the Council's Education Safeguarding Officer for guidance and support in assisting the school's designated senior person.
- Ensure that all members of staff, including permanent, part time and adult volunteers, know:
 - The name of the DSP/deputy DSP/ assistant DSP and their roles, the LA point of contact and the designated governor for safeguarding.
 - The name and contact details of the Chair of Governors.
 - That they have an individual responsibility for reporting children at risk and protection to social service or the police, within the agreed timescales.
 - How to take forward those concerns when the DSP is unavailable.
- Ensure that all members of staff are aware of the need to be alert to signs of abuse and know how to respond to a pupil who may disclose abuse.
- Ensure that all members of staff will be offered and expected to attend appropriate training and updates as arranged by the school.
- Ensure that parents have a clear understanding of the responsibility placed on the school and its staff for child protection by setting out their obligations in the school prospectus and other forms of communications. In particular, there is a clear obligation that 'the welfare of the child is paramount' and in some circumstances this may mean that the parents are not initially informed of a referral made by the school. This circumstance is in line with All Wales Child Protection Procedures guidance.
- Provide training for all staff so that they know:- their personal responsibility; the agreed local procedures(SEWSCB) the need to be vigilant in identifying suspected cases of abuse how to support a child who discloses abuse
- Notify Social Services if: a pupil on the child protection register is excluded either for a fixed term or permanently; and if there is an unexplained absence of a pupil on the child protection register of more than two days duration from school (or one day following a weekend).
- Work to develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including responding to requests for information from social services; attendance at initial and review child protection conferences and core groups; and submission of written reports. N.B: schools often have more detailed knowledge of children than other agencies and it is vital that schools are part of any child protection meetings.
- Keep written records of concerns about children (noting date, event and action taken), even where there is no need to refer the matter to agencies immediately.
- Ensure that all records and files are kept secure and in locked locations. The DSP is responsible for the security, compilation and storage of all records and

should be able to access and produce them in times of need. It is the responsibility of the DSP to ensure that any transfer of records is conducted via the Authority's agreed protocol and procedures for the 'Transfer of Sensitive Information'.

- Adhere to the procedures set out in the Welsh Government guidance circular 002/2013 'Disciplinary and Dismissal Procedures for School Staff'.
- Ensure that all recruitment and selection procedures are made in accordance with Welsh Government Guidance, 'Keeping Learners Safe' and local guidance. The school will seek advice and guidance from the Authority's HR Department on recruitment and selection.
- Designate a governor for child protection who will oversee the school's child protection policy and practice.

This governor will feed back to the Governing Body on child protection matters as and when required, and will be required to write an annual report to the Governing Body on the school's child protection activities.

4. Supporting those at risk

At St. David's we recognise that children who are at risk, suffer abuse or witness violence may be deeply affected by this.

This school may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless when at school, their behaviour may be challenging or they may be withdrawn. At this school we will endeavour to be patient and supportive to the children at risk. The school will endeavour to support the pupil through:

- The content of the curriculum to encourage self esteem and self motivation (see section 2 of this policy on Prevention);
- The school ethos which: promotes a positive, supportive and secure environment; and Gives pupils a sense of being valued (see section 2 on Prevention);
- The school's behaviour policy which is aimed at supporting vulnerable pupils in the school.
- All staff will agree to a consistent approach which focuses on the behaviour of the offence committed by the child but does not damage the pupil's sense of self worth.
- The school will endeavour to ensure that the pupil knows that some behaviour is unacceptable, (Shared with parents/carers via school brochures and other points of communication) but that each individual is valued and not to be blamed for any abuse which has occurred.
- Staff should read the school's behaviour Policy in conjunction with this and other named policies noted in this policy.
- Liaison with other agencies who support the student such as Social services, Child and Adolescent Mental Health services, the Educational Psychology Service, Education Welfare Service and advocacy services; and
- Keeping records and notifying Social Services if there is a recurrence of a concern with the individual.
- When a pupil on the child protection register leaves, we will transfer the sensitive information to the new school immediately (Using the procedure

outlined in appendix D, Safeguarding File – Transfer of Records). The DSP will be central to this process, and if not already done, will inform Social Services of the move.

5. Behaviour and Bullying

St. David's has a behaviour policy which clearly states our values and expectations. This is a separate policy which is reviewed on a regular basis by the Governing Body and can be located on the school website.

The school's policy on Bullying has been set out in the school's anti-bullying policy. This policy/information is reviewed annually by Governors and can be located on the school website

6. Physical Intervention

The school's policy on physical intervention has been set out in (a separate document/ the school's behaviour policy etc) It is reviewed annually by the governing body and is consistent with the Welsh Government guidance on Safe and Effective intervention – use of reasonable force and searching for weapons 097/2013. This policy/information can be located (state where).

7. On-line Safety

The school's policy on On-line Safety has been set out in (a separate document/ the schools IT policy). This policy/information can be located (state where).

8. Children with Additional Learning Needs (ALN)

This school recognises that statistically children and young people with behavioural difficulties and disabilities are most vulnerable to abuse. School staff who deal with children with profound and multiple disabilities, sensory impairment and or emotional and behaviour problems need to be particularly sensitive to signs of abuse. The school's policy on ALN has been set out in (A separate document) this policy/information can be located (state where).

9. Children who enter the Looked after System

This school recognises that children who enter the Looked after System are often the most vulnerable and needy. Advice and guidance can be sought from the Local Authority's Looked After Children's Education Coordinators.

10. Operation Encompass

Operation Encompass is a police and education early information sharing partnership, enabling schools to offer immediate support for children and young people experiencing domestic abuse. Information is shared by the police with the school's safeguarding lead prior to the start of next school day and the officers have attended a domestic abuse incident. This enables appropriate support to be out in place, dependent upon the needs and wishes of the child.

Children experiencing domestic abuse are negatively impacted by this exposure: domestic abuse has been identified as an Adverse Childhood Experience and can lead to emotional, physical and psychological harm. Operation Encompass aims to mitigate this harm by enabling immediate support for the child.

11. Transfer of records

Where children are transferred to or from this school, we will ensure appropriate record keeping of the transfer of child protection records through the use of the Safeguarding File – Transfer of records proforma (See Appendix C).

12. Training

The school will ensure that the designated senior person, deputy and assistant will have received initial training when starting their role and continued professional updates as required. Specific updates as suggested by national and local requirements will be central to the DSP's development.

All staff will be regularly updated during the year as appropriate from the Local Authority/ DSP, but will receive specific awareness raising training within a 2 year period.

It will be a recommendation that the governing body will also receive awareness raising training and the nominated governor will be offered opportunities for more specific training.

13. Community Cohesion – Preventing Extremism

St. David's is aware of its responsibilities (under Section 26 of the Counter Terrorism and Security Act 2015 and the Prevent Duty Guidance) to safeguard pupils at risk of radicalisation. The school does this by:

- Providing a safe environment for pupils to talk about issues that may concern them, including sensitive topics such as terrorism and extremist ideology.
- Identifying and risk assessing individuals who may be drawn into terrorism, violent or non-violent extremism.
- Knowing how to complete a Channel referral and how to seek support for the child/young person.
- Ensuring all staff receive appropriate training and have the knowledge and confidence to identify pupils at risk of being drawn into terrorism and extremism and challenge extremist ideas.
- Ensuring children are safe from terrorist and extremist material when accessing the internet in school, including having in place appropriate levels of filtering.
- Following the school's safeguarding procedures when any concerns about a child or young person who is at risk of radicalism are reported.

14. Children Missing from Education

St. David's will follow the LA guidance where there are concerns that a child is missing from education and cannot be located. The school's EWO will be contacted when there are concerns that a child is missing from education.

15. Mandatory Reporting of FGM

St. David's is aware of its duty to report known cases of FGM to the police (section 74 of the Serious Crime Act 2015) and Children's Services. Where staff suspect FGM may have been carried out, or think a girl may be at risk, then the school will follow existing safeguarding procedures in these cases.

16. Children (Abolition of Defence of Reasonable Punishment) (Wales) Act 2020

From 21st March 2022, the law in Wales has changed. All physical punishment will be illegal in Wales. It will give children the same protection from assault as adults. It will make the law clearer - easier for children, parents, professionals and the public to understand. <https://gov.wales/ending-physical-punishment-wales>
<https://gov.wales/sites/default/files/publications/2022-01/education-factsheet.pdf>

Key Guidance for Staff

A) What to do if a child tells you they have been abused by a member of staff or any adult working with children.

If an allegation of abuse is made against a member of staff or any adult working with children this must be reported to the DSP (or Deputy DSP if DSP is absent) without delay.

- If the concern is about the Head Teacher this **must be reported to the Chair of Governors.**
- **If in doubt** you can **contact the Council's Education Safeguarding Officer** for guidance and advice or the Social Services Duty and Assessment Team (see contact details below).

B) What to do if a child tells you they have been abused by someone other than a member of staff:

A child may confide in any member of staff and may not always go to a member of the teaching staff. Staff to whom an allegation is made should remember:

- Yours is a listening role, do not interrupt the child when they are freely recalling events. Limit any questions to clarify your understanding of what the child is saying. Any questions should be framed in an open manner so not to lead the child;
- **You must report verbally to the school's Designated Senior Person for child protection immediately (or in their absence, their Deputy), to inform them of what has been disclosed. In the unlikely event of both being absent seek out the Assistant DSP or the most senior person in the school;**

- **Make a note of the discussion, and add to the school's My Concern safeguarding system as soon as possible.** The note which should be clear in its use of terminology should record the time, date, place, and people who were present and should record the child's answers/ responses in exactly the way they were said as far as possible. This note will in most cases be the only written record of what has been disclosed, and as it is the initial contact, an important one in the child protection process. Remember, your note of the discussion may be used in any subsequent formal investigation and or court proceedings.
- Do not give undertakings of absolute confidentiality. (see note following this section for more details) You will need to express this in age related ways to the child as soon as appropriately possible during the disclosure. This may result in the child 'clamming up' and not completing the disclosure, but you will still be required to share the fact that they have shared a concern with you to the DSP. Often what is initially shared is the tip of an iceberg;
- That a child may be waiting for a case to go to criminal court, may have to give evidence or may be awaiting care proceedings.
- The decision as to whether to report the concern to Children's Services rests with the DSP. However, any practitioner can make a report to Children's Services if they feel that is necessary. You may have a future role in terms of supporting or monitoring the child, contributing to an assessment or implementing child protection plans. You can ask the DSP for an update but they are restricted by procedures and confidentiality and may be limited in their response. The level of feedback will be on a need to know, but whatever is shared is strictly confidential and not for general consumption with others.

C) What to do if you have safeguarding concerns about a child but there is no direct disclosure of abuse.

All safeguarding concerns must be passed on the DSP who can advise on any action/support needed. Action may include:-

- Talking to the children about your concerns (all questions should be open questions) and offering support.
- Talking to parents/ carers about your concerns
- Offering school-based support/independent counselling
- Seeking consent for a referral to early intervention services (Families First)
- Making a multi- agency referral to Children's Services.

Confidentiality

The school and staff are fully aware of confidentiality issues if a child divulges that they are being or have been abused. A child may only feel confident to confide in a member of staff if they feel that the information will not be divulged to anyone else. However, all education staff have a professional duty to share relevant information about the protection of children with the designated statutory agencies when a child is experiencing child welfare concerns. It is important that each member of staff deals with this sensitively and explains to the child that they must inform the appropriate people who can help the child, but they will only tell those who need to know in order to be able to help. Staff should reassure the child and tell them that

their situation will not be common knowledge within the school. Be aware that it may well have taken significant courage on the part of the child to disclose the information and they may also be experiencing conflicting emotions, involving feelings of guilt, embarrassment, disloyalty (if the abuser is someone close) and hurt. Remember the pastoral responsibility of the Education Service. Ensure that only those with a professional involvement, i.e. the DSP and Headteacher, have access to child protection records. At all other times, they should be kept securely locked and separate from the child's main file.

The Designated Senior Person for child protection at this school is:

Mrs Louise Robinson

The **Deputy Designated Senior Person** for child protection at this school is:

Mr. Andrew Davies

The **Assistant Designated Senior Person** for child protection at this school is:

Mrs. Lucy Massey

The **Designated Governor** for child protection at this school is:

Mrs Andrea Woodward

The **Chair of Governors** is Mrs Reema Cross (07912312093)

The **Council's Education Safeguarding Officer** is:

Nicola Davies and can be contacted by: e-mail: NlCDavies@newport.co.uk

Social Services can be contacted as follows:

- Duty & Assessment Team Contact Centre: 01633 656656
- Out of Hours Duty Team: 0800 3284432
- Safeguarding Hub: 01633 851423

Email DTR forms to: children.duty@newport.gov.uk

Reviewing this Policy

This policy has been approved by the governing body on 2nd Oct 2025

Head teacher L Robinson

Chair of Governors R Cross

policy	updated	date agreed by governors	review date
Safeguarding and Child Protection Policy Aut 2021	27th Sept 2021	7th Oct 2021	Spring 2022
Safeguarding and Child Protection Policy Mar 2022	11th March 2022 (included changes in the law in Wales)	28th April 2022	Summer 2023
	no updates	13th Oct 2022	Autumn 2023
Safeguarding and Child Protection Policy Sept 2023	26th Sept 2023	9th Oct 2023	Autumn 2024
Safeguarding and Child Protection Policy 2023/2024	Feb 2024 (changes to DSP staff)	8th Feb 2024	Feb 2025
Safeguarding and Child Protection Policy 2024/25	no updates	3rd Oct 2024	Autumn 2025

Safeguarding and Child Protection Policy 2025/2026	16 th Sept 2025	2 nd Oct 2025	Autumn 2026